

Virginia Enterprise Zones

2002 Annual Program Report Form EZ-3-AR

Zone Name, Locality

Virginia Enterprise Zone Number



Department of Housing and
Community Development

501 North Second Street
Richmond, VA 23219-1321
(804) 371-7030
www.dhcd.state.va.us

Virginia Enterprise Zone Program
2002 Local Enterprise Zone Annual Program Report (Form EZ-3-AR)

Locality _____ Date _____

Designated Contact Person _____ Phone _____

Address _____

Fax _____ Email _____

Reporting Period: January 1, 2002 through December 31, 2002

**Annual reports are to be submitted to the
Department of Housing and Community Development
by Tuesday, April 1, 2003.**

According to section 13 5-111-390 of the Virginia Administrative Code, "A local governing body shall submit annual reports to the department for the purpose of program monitoring and evaluation. Annual reports shall be submitted to the department on Form EZ-3-AR, within 90 days of the anniversary date of zone designation. Annual reports shall include information documenting the local governing body's compliance with 13 VAC 5-111-370 (sale of surplus land) and data for the purpose of program evaluation as requested on Form EZ-3-AR. Annual reports shall also include an evaluation of the program's success in achieving identified local development objectives."

You may request a digital version of the 2002 EZ-3-AR form and instructions via email at ezone@dhcd.state.va.us.

Questions pertaining to the annual report may be directed to Sabrina Blackett, Emily Gupton, or Louellen Brumgard at (804) 371-7030 or via email at ezone@dhcd.state.va.us.

Mail your completed report by Tuesday, April 1, 2003, to:

Ms. Roxanne Campbell
Enterprise Zone Program
Department of Housing and Community Development
501 North Second Street
Richmond, Virginia 23219

Please evaluate the effectiveness of your locality's enterprise zone program by answering each of the following items. The reporting period is January 1, 2002 – December 31, 2002.

I. ZONE HIGHLIGHTS

- Identify the zone's current strengths and development opportunities as would be marketed to business prospects and the existing business community. Include specific information on the zone's physical location, vacant land and buildings, local development initiatives, transportation and utility infrastructure, types of industry, workforce, education and training, etc. Do not list any recent revitalization activities.

II. BARRIERS TO DEVELOPMENT

- List all barriers to development that exist in the zone.

III. ZONE DEVELOPMENT/REVITALIZATION ACTIVITIES

- Describe all development and revitalization activities, projects and/or special events that occurred in the zone during the reporting period. State how these activities enhance the zone's economic development efforts.

IV. LOCAL INCENTIVE UTILIZATION

- Identify **each local incentive** as listed in the locality's application for zone designation and subsequent amendments and address the following for each incentive individually:
 1. How many and what type of businesses have applied for the local incentive during the reporting period? List each business that applied and what it received. If these incentives have special conditions such as job creation, investment, etc, how did the business qualify?
 2. For any incentives that were not utilized during the reporting period, please list the incentive and explain what should be done to improve or replace it.
 3. Explain the application review process for each incentive, including forms used, application deadlines, etc. If there is not a formal review process, provide justification for not having it and explain when one will be established.

V. JOB CREATION DATA

Provide the following information for **all** businesses within the zone for the reporting period.

	# Businesses	# New Jobs Created
New Businesses		
Business Expansions		
Total		

	# Businesses	# Jobs Lost
Business Closures		

What source or sources were used to collect job creation data? If estimating, discuss the methodology used.

VI. INVESTMENT DATA

A. Private Investment

For each type of permit listed below, indicate the number and dollar values of permits issued for private sector actions within the zone during the reporting period.

Type of Permit	Number of Permits	Dollar Value
Nonresidential Structures:		
New Construction		\$
Alterations/Improvements/Additions		\$
Single-Family Residential Structures		
New Construction		\$
Alterations/Improvements/Additions		\$
Multi-Family Residential Structures:		
New Construction		\$
Alterations/Improvements/Additions		\$
Mobile Homes		
		\$
Other		
		\$
TOTAL		\$

B. Public Investment

Please indicate the public dollar amount, and if necessary, provide a description of any public investments that occurred in the zone during the reporting period.

Type of Investment	Public Dollar Amount	Description
Infrastructure:		
Streets	\$	
Water	\$	
Sewer	\$	
Other	\$	
Public Buildings:		
Improvements	\$	
New Construction	\$	
Parks & Schools:		
Improvements	\$	
New Construction	\$	
TOTAL		
	\$	

VII. SALE OF SURPLUS LAND

Program regulations (13 VAC 5-111-370) require local governments to annually report on the disposition of surplus land within the designated zone area.

A. Existing Surplus Land

Please identify each parcel of surplus land within the zone.

Street Address of Parcel	Size (in acres)

B. Surplus Land Sold

Please identify each parcel of surplus land within the zone that was sold by the local governing body during the reporting period.

Street Address of Parcel	Size (in acres)	Date of Title Transfer	Type of Development Undertaken by Buyer

VIII. ADDITIONAL ATTACHMENTS

Please attach any additional comments, suggestions, or materials that you feel necessary to include as part of this report.

IX. ASSURANCES

As the Chief Administrator of the local governing body, I hereby certify that:

1. The information in the Annual Report is accurate to the best of my knowledge; and
2. The approved local program incentives are being provided as indicated in the locality's application for Enterprise Zone Designation (Form EZ-1).

Chief Administrator _____ Date: _____

Printed Name and Title _____